

DUNBARTON SCHOOL DISTRICT
Dunbarton, NH 03046

Dunbarton School Board Meeting
January 17, 2012

Board members present:
Debra Foster
Deborah Trottier
Carl Metzger
Jeff Trexler

Administration present:
Stacy Buckley, Superintendent
Carol Thibaudeau, Principal

Call to Order

Carl Metzger called the meeting to order at 6:33 pm and Carol Thibaudeau led the Pledge of Allegiance.

Approval of the December 7, 2011 and January 4, 2012 School Board Meeting Minutes

Debra Foster made a motion to accept the December 7, 2011 and January 4, 2012 minutes, as amended. Jeff Trexler seconded the motion. VOTE: All in Favor. MOTION Passed.

December 7, 2011 minutes amended as follows:

- Page 5, 5th paragraph: “Our proposed budget has the numbers...” should be changed to read “Our proposed budget **should have** numbers...”
- Page 6 the paragraph immediately preceding section B: “That is a new provision” should be changed to read “That is a new **contract** provision.” “We are in year 2” should be changed to read “We are in year 2 **of the 5 year contract**”.
- Page 7: “Mr. Trottier” should be changed to “**Mrs.** Trottier”.
- Page 8, 1st paragraph: “Appendix 3” should be changed to read “Appendix **A.3**”
- Page 8, 4th paragraph: “Mr. Ouellet then addressed item 17...” should be changed to read “Mr. **Trexler** then addressed item 17...”.
- Page 9, last paragraph: “The rate is the high Goffstown rate using the high appraisal” should be changed to read “**Table 1** is the high Goffstown **rental** rate using the high appraisal **values.**”
- Page 10, 1st paragraph: Delete the 2nd sentence, which is a duplicate sentence, “Mr. Trexler then explained Table 2, using the low Goffstown rate.”
- Page 10, 2nd paragraph: “Currently is \$109,000 is 15% if it goes up to \$300,000.00, then the difference is \$45,000.00” should be changed to read “Currently if \$109,000.00 is 15% **of the total if the total** goes up to \$300,000.00, then the difference is \$45,000.00 **more for Dunbarton.**”
- Page 10, 6th paragraph: “He further stated that the Bow Chair said these are negotiable” should be changed to read “The Bow Chair said **the tuition is** negotiable.”
- Page 12, 2nd paragraph: Goffstown was proposing 5% at that time” should be changed to read “Goffstown was proposing **3%** at that time.”
- Page 12, 6th paragraph: “Mr. Madden asked if there is any way to anticipate the impact Goffstown....” should be changed to read “Mr. Madden asked if there is any way to anticipate the impact **of the proposed bonds** Goffstown....”
- Page 12, 7th paragraph” “Mr. Jarrett Duncan asked what is the impact of the \$2.8 million” should read “Mr. Jarrett Duncan asked what is the impact of the \$2.8 million **bond.**”

January 4, 2012 minutes amended as follows:

- Page 2, 2nd paragraph under section A: “Mrs. Foster reported on the work the Curriculum Committee” ; the word “Curriculum Committee” should be changed to “**Area sub-committee**”. That same change should also be made in the last 2 sentences of this paragraph.
- Page 3, 4th paragraph, “...15 bullying” should be changed to read “...15 bullying **reported incidences**”
- Page 6, 3rd paragraph: delete the duplicate sentence “Mr. Ouellet then stated that the deeper we got into this, the more it made sense to tie the SAU with the school.”
- Page 6, 5th paragraph: “attendant” should read “**Attendance**”
- Page 7, 1st paragraph: delete the period between “hearing” and “On” and change the case of “On” to smaller case.
- Page 8, 3rd paragraph: “Bow SAU expenses will be.....” should be changed to read “Bow SAU expenses **are...**”
- Page 8, 5th paragraph: “We have that 1 year time” should be changed to read “We have that 1 year time **limit.**”
- Page 9, 3rd paragraph: “Mr. Trexler stated that it would be ideal to have discussions as a board” should be changed to read “Mr. Trexler stated that it would be ideal **to hold a Joint Area School Board meeting.**”
- Page 9, 4th paragraph: Mr. Trexler stated it might not matter if Dunbarton doesn’t vote to extend”. The following should be added to the end of that sentence: “**the Area Agreement with Goffstown and New Boston.**”
- Page 9, 5th paragraph: the word “implicates” should be changed to “**impacts**”.
- Page 10, 1st paragraph “.....then we would have to pay on the bond.” The following should be added to the end of that sentence, “ , **if we withdraw during the term of the agreement.**”
- Page 10, 3rd paragraph: “...asked why are considering...” Should be changed to “...asked why **we** are considering...”. Also “Mr. Trexler believes we should pay every year” should be changed to read “Mr. Trexler believes “**any settlement should include under payments and over payments for every year.**”

Correspondence

Mrs. Buckley gave the Board a letter received from Dan Tanguay thanking them for the opportunity to intern with the Superintendent and attend Dunbarton School Board meetings.

Public Comment

None

Principal’s Report

Mrs. Thibaudeau presented:

- She received the voters for the promethean boards. They have had training. These clickers were purchased with grant money;
- The student teacher for the 2nd grade started. She will be with us until mid-April.
- The Geography Bee was held Friday. The winner is a 5th grader;
- The Spelling Bee is scheduled for January 20th;
- There were a couple of heating challenges in late December. RPF and Sons and also Controls Technology serviced the problems.
- Student Spotlight on the 16th went very well.

- Winter Activities began January 5th. We might have to extend one session out because we had to cancel the 2nd session due to weather. Mr. Trexler questioned if the ski program will also extend. Mrs. Thibaudeau replied that Pat's Peak will extend a session;
- The concert for grades K-3 is scheduled for January 25th and January 26th for grades 4 – 6.

Superintendent's Report

Mrs. Buckley reported:

- We are in sync for the last day of school to be June 20th. Make up days worked well;
- Reminder that the Board will meet on February 1st instead of February 8th;
- February 15th will be the Budget and Warrant Articles hearing. February 16th is the snow date.

PTO Report

No Report

CIC Committee Report

Mr. Trexler presented. He reported that the CIC scheduled a meeting for January 26th to work on the gym lighting and retro-commissioning issues. He also reported that the CIC has two proposed warrant articles, one for lighting and one for retro-commissioning.

Selectman Liaison Committee Report

Mrs. Foster has nothing to report.

OLD BUSINESS

A. Finalizing the 2012-2013 Budget

Food Service Hours

Mrs. Buckley stated that she gave info to the Board last month regarding extending the food service person's hours by 1 1/2 hours per day and adding 3 hours a day for a kitchen helper. She explained that this is the recommendation that is needed to help the food service person. Mrs. Foster asked where the funds will come from. Mr. Trexler stated that the proposal is for approximately \$4,700.00 for the current fiscal year. He understands the need. However, he questioned whether we will still be in a deficit situation. Mrs. Trottier stated that she wants the food program to be in a stable situation. Mrs. Thibaudeau explained that increasing the food service person's hours and adding the 3 hour assistant is the middle ground that will make the program work. Mrs. Foster questioned what the increase will be for next year's budget. Mrs. Buckley will get the proposed numbers for next year's budget.

Mrs. Trottier questioned the addition of a 3 hour per day person and Mrs. Thibaudeau stated that Mrs. Maille is already giving the job 8+ hours per day. She also commented that the kitchen is always clean and that Mrs. Maille is doing a wonderful job but she needs a little help. There is very little waste. The proposed assistant will do the clean-up. Mrs. Trottier stated that we have committed to having a lunch program. Mr. Trexler stated that the voters should decide whether to subsidize the program. Mrs. Buckley stated that if the public votes down the subsidizing then we will have to raise prices. Mrs. Trottier stated that we need to have a contingent plan should the voters say no. Before bringing this to the voters, we need to analyze this further. Mrs. Buckley stated that by waiting to bring it to voters, we would have time to fully analyze the program. Mr. Trexler stated that he fully supports paying the staff for the time they are putting in. Mrs. Foster stated that we do have to have a lunch program.

Debra Foster made a motion to increase the hours for the food service person an additional 1 ½ hours per day for the balance of the school year for a total of 8 hours per day, and add kitchen help for 3 hours per day for 5 days a week at a starting rate for a kitchen helper with no benefits for the remaining 93 days of the school year at an additional cost of \$4,702.61. Deborah Trottier seconded the motion. VOTE: All in Favor. MOTION PASSED.

Support Staff Agreement

Deborah Trottier stated that the support staff would like to see benefits, professional development and holidays stay the same. She also stated that last year there was a 0% increase and before that the increase was minimal. Mrs. Trottier stated that she and Mrs. Foster propose a 1.5% grid increase. Also, they propose an additional amount be added to the longevity stipend of \$50.00. This would be an increase of \$400.00 to what we currently do. The stipend schedule Mrs. Foster and Mrs. Trottier proposed is:

<u>Year 11 – 14</u>	<u>\$350.00</u>
<u>Year 15 – 18</u>	<u>\$400.00</u>
<u>Year 19 – 22</u>	<u>\$425.00</u>
<u>Year 22 -</u>	<u>\$450.00</u>

Mrs. Trottier stated that we will also need to clarify any language regarding holidays. Mr. Trexler recommended that each of the stipend steps be increased by \$50.00 increments. Mr. Trexler’s recommended the following **modified stipend schedule**:

Year 11 – 14	\$350.00
Year 15 – 18	\$400.00
Year 19 – 22	\$450.00
Year 22 -	\$500.00

Mr. Metzger compared the surrounding schools and stated that their grids go up to 15 years. The stipends are a percentage of the grid. Mr. Metzger further stated that when the surrounding schools go beyond the 12 years, the grid jumps as an incentive. Mr. Metzger also stated that we are paying more than the surrounding schools. Mrs. Trottier stated that all are level 2 para-educators. Mr. Metzger stated that our grid stops at 10 years.

Mr. Trexler made a motion to accept the support staff proposal of a 1.5% grid increase and the modified stipend schedule. Mrs. Trottier seconded the motion. VOTE: All in favor. MOTION Passed.

The Board will incorporate the support staff proposal into the budget.

Mrs. Buckley asked whether the Board wants to consider budgeting any of the maintenance projects Mrs. Thibaudeau previously suggested. Those items are:

- Kitchen ceiling replacement - \$5,000.00 estimate
- Information sign replacement - \$10,000.00
- Emergency sign replacement - \$1,200.00
- Painting the ceiling - \$1,200.00
- Refurbishing bathrooms – cost unknown. Mrs. Trottier stated that the CIC needs to address this.

Mr. Trexler stated that the exit signs are a must do and that the payback is about a year. Mr. Trexler also stated that if we are going to replace the lighting, then it makes sense to replace the kitchen ceiling at the same time. Mr. Trexler further stated that if the warrant article regarding the lighting fails, then we can choose to not do the kitchen ceiling. Mr. Trexler questioned the proposed price for replacing the kitchen ceiling. Mrs. Thibaudeau explained that she received a “look-see” for the kitchen ceiling and not an actual quote but that the ceiling is a commercial ceiling.

The ceiling that needs painting is located outside the Community Center. Mr. Trexler suggested instead that it be covered with vinyl.

Mr. Trexler believes that we can live with the sign for now. Mrs. Trottier stated that the PTO might be willing to put some money towards the sign. Mrs. Foster stated that since the PTO is willing to help, then maybe it makes sense to wait a year.

Mr. Trexler suggested that we increase the maintenance line of the budget by \$8,000.00 for repairs and let the Administration prioritize the maintenance items. He also stated that if the warrant article regarding the lighting doesn't pass, then we would not put in a new ceiling in the kitchen.

Mr. Trexler stated that for the proposed budget, we want the rental charge to be based on the most recent approved appraisal. Mr. Trexler referred to page 5 of the December meeting minutes.

Mrs. Foster asked how to figure out the rate. Mr. Trexler stated that the intent of the motion granted at the December meeting was to make decisions now. If the new appraisal comes in, then the Joint Area School Board will have to decide how it is implemented. Mrs. Trottier stated that we don't want to be caught needing a significant amount of money. She is afraid that the 2003 appraisal is too low. She is also concerned whether our overpayment is that much of an overpayment. Mrs. Buckley will figure the tuition rate based on that lower number as directed by the Board. Mrs. Foster remarked that the budget is a best guess.

Special Ed – Mrs. Buckley stated that Melissa Romein wants to increase speech from 3 days to 4 days. Mrs. Romein addressed the Board with her request and concerns. She stated that at the end of last year we had 4 pre-schoolers. At this point, we have 10 pre-schoolers that we didn't budget for and didn't even know about. She explained that the staff is doing the best they can. Mrs. Romein also explained that 90 – 95% of those referrals are kids with communication needs. We need to pull in a speech and language therapist to evaluate the students. All of the referrals that have come in have been determined to be eligible.

Currently, we have 10 kids not in our budget this current fiscal year. A lot of the preschool students come in and work with the speech and language pathologist. There are students that have more significant needs. Those students attend or will attend Strong Beginnings. That has been the biggest reason why we have increased our preschool model from 3 days to 4 days. Mrs. Romein continued to explain that of the 4 students with intensive needs, 3 require speech and language services. She also stated that we are very fortunate that the speech and language pathologist can do the 4th day.

Mrs. Foster asked how this is being funded in the current budget. Mrs. Romein explained that there is money in the budget to cover the 4th day. We budgeted for a full time position and actually went to only three days.

Mrs. Romein confirmed that the number 4 attending Strong Beginnings listed in next year's budget is an accurate count.

Melissa Romein has been receiving calls from parents. Mrs. Foster asked if we need up to the 4 days. Mrs. Romein stated that if you want to be on the safe side, you could add 5. She also stated that we are servicing the students based on what the needs are.

Mrs. Foster questioned whether it is more cost effective to have the preschool here. Mrs. Buckley answered that we need consistent 6 pre-school students for that to make fiscal sense. Mrs. Romein stated that at the end of last year we had 4 and this year we are at 10, although they all don't require a program. Mr. Trexler stated that if our upper grades drop where we can condense a class, then we would have the space. The Board agreed to add one day of Speech pathology into the budget for next year.

Emily Eggens, the new speech pathologist was introduced.

Mr. Metzger questioned how many extra seats are budgeted for the high school and middle school. Mrs. Trottier remarked that she is hesitant about not having any extra seats. She would like to see at least one extra seat at each school. Mr. Trexler stated that currently, there are 39 students in the 9th grade. 133 is the total for enrollment at the high school for enrollment as of 1/2/12. There are 35 currently in 8th grade and 28 currently in the 12th grade.

Mr. Metzger suggested going with 2 extra seats if we go with the lower rental rate. Presently, the increase in the budget over last year is approximately \$219,000.00 and that doesn't include the changes made tonight.

Mrs. Foster asked if we can skip a year in replacing book shelves, especially if we are doing the emergency lights and painting. Mrs. Thibaudeau stated that the cost for the shelving is \$2,800.00. Mr. Trexler stated that we should further discuss this at the February 1st meeting when we get the budget numbers. The Board requested a new detailed budget.

B. Finalizing the 2012 Warrant Articles

Mrs. Buckley distributed the proposed Warrant Articles to the Board. The Board discussed the order of the Articles to be presented to the voters. Mrs. Buckley mentioned that she thought the polls have to stay open for a period of time for the voting on the Article regarding the amendment to the agreement for the AREA schools located in Goffstown to serve Grades 7 – 12 from the school districts of Dunbarton and New Boston because it is a ballot vote. Mrs. Buckley will confer with Fred Mullen, the Moderator, as to how long the ballot has to be open.

Mr. Trexler suggested bringing forward the Article appropriating up to \$1,000.00 for deposit into the existing Dunbarton Kitchen Fund.

Mr. Trexler noted that the Article regarding the dedication of the Dunbarton Community Center by renaming it the Harlan and Betty Ann Noyes Community Center should be corrected to read “town and school of Dunbarton”. Mr. Trexler also suggested that addition of a plaque to commemorate this dedication.

Mr. Trexler discussed the two (2) CIC proposed Warrant Articles for lighting and retrofitting. He explained that the bids are due tomorrow. The CIC will meet later this month and expect the cost to be less than \$10,000.00 for the lighting warrant article.

The 2nd Warrant Article proposed by the CIC is for retro-commissioning. Mr. Trexler stated that John Stevens has requested budget estimates. The CIC will digest that and come up with a firm number; that number is not firm. The gains are substantial. Mr. Trexler asked John Stevens to speak at the budget hearing.

Mr. Stevens stated that there is a smart start program for lighting. It identifies what you pay per month for the previous year. He suggested that we continue to pay that amount into the future. The difference between the power you are using and the power that you use post improvement is in essence a very low interest loan. Mr. Trexler explained that would be a lot of work for our Superintendent. The CIC will talk about it at the CIC level.

Mrs. Buckley discussed the Warrant Article regarding the formation of a study committee for an AREA Agreement with Bow. The proposed amount to be appropriated is \$5,000.00 for the purposes of expenses for the AREA School Planning Committee in completing their duties as outlined in RSA 159-A:3. The Board also discussed that the proposed appropriation of \$5,000.00 is sufficient.

Mrs. Buckley then discussed the Warrant Article regarding the Formation of a study committee to withdraw from SAU 19 and to reorganize with SAU 67. Mr. Trexler recommended that we use the term “reorganization with Bow” rather than saying “forming a School Administrative Unit with the Bow School District.” The Board also discussed that the proposed appropriation of \$5,000.00 is sufficient.

Mr. Trexler asked if we need to say in the Warrant Article that the School Moderator will appoint the committee members upon approval of the Warrant Article. Mrs. Buckley will add the appropriate language.

The Board will discuss the Warrant Articles regarding the Capital Reserve Fund and the Special Education Fund at the next Board meeting.

NEW BUSINESS

A. Preparation for Budget Hearing

This item was moved forward for discussion at the February 1st meeting.

B. Confirmation of Annual School District Meeting

March 10th at 6:30 pm. Mrs. Trottier stated that it traditionally has always been at 7 pm. The Board agreed to have the meeting begin at 6:30 pm.

C. Goffstown Request to Meet to Amend AREA Agreement

Mrs. Buckley stated that Goffstown sent a letter inviting Dunbarton to come back to the table; back to the Area Plan Review board. Mr. Trexler stated that we have to hold off until the voters have voted. It is premature for the Board to get together before the Warrant Article passes. Mrs. Buckley stated that this Board can ask the AREA Plan Review Board to put off the 1/26 meeting. Mr. Trexler then stated that we won't know which agreement needs to be negotiated; the 2014 agreement or the 2015 agreement.

Mr. Trexler recommended waiting until after the election because there could be potential changes of board members. Mr. Trexler will speak with Mr. Ouellet about forming a response to Goffstown's invitation.

D. AREA Clarification Meeting

Mrs. Buckley asked the Board about appointing the 3 members who will participate in the Joint Area School Board Meeting regarding the rental. Mr. Trexler recommended that the Board wait until after the election when we know who the Board members will be. The Board agreed to postpone the appointment of the 3 members until after the election.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING

Mrs. Foster questioned pulling in the Area sub-committee to prepare a summary of the committee's findings for the Town Report. Mr. Metzger mentioned that we also need to finalize the Special Ed information. Mr. Trexler asked that the Area sub-committee prepare a draft summary report. He recommended that the summary of the committee's findings be in paragraph style. It is important to have the draft summary at the February 1 meeting. Mrs. Foster stated that we still need to get the Special Ed comparison. Mr. Trexler volunteered to contribute the cost differentials. Mrs. Foster asked Jarrett Duncan, the Chair of the committee to call a meeting next week to work on this. Mrs. Trottier will attend the meeting in Mrs. Foster's absence.

Mr. Trexler stated that the Public Forum in Bow is on the 18th and that the School Board meeting was held on the 5th.

PUBLIC COMMENT

Lori Wamser, Concord Stage Road asked if the 6/30/2011 audited reports are ready. Mrs. Buckley responded that they are not ready yet.

NON-PUBLIC SESSION RSA 91-A:3, II

None

ADJOURNMENT

Mrs. Foster made a motion to adjourn at 8:52 pm. Mrs. Trottier seconded the motion. **VOTE: All in Favor. MOTION Passed.**

Judith van Kalken
School Board Recording Secretary